

CIVIL SERVICE COMMISSION REGULAR MEETING

Wednesday, November 16, 2011, 1:45 p.m.
City Hall, 45 Lyon Terrace, Wheeler A and B, Bridgeport, CT 06604

MINUTES

Commissioner Guedes called the November 16, 2011 executive session to order at 2:00 p.m. Present were Commissioners Rodgers, Plummer, Correa, and McBride. Also attending were Personnel Director David Dunn, Clerk to the Commission Deborah Brelsford, City Attorney John Mitola, Police Chief Joseph Gaudett and Lieutenant Rebeca Garcia. The Commission discussed Police Officer Examination #2302 matters involving personnel and medical files. The executive session ended at 2:20 p.m. and public session began at 2:23 p.m.

1. Police Chief Gaudett Change in Table of Organization Request – Approved

A request was made by Mr. Dunn to amend the Agenda to accommodate Police Chief Joseph Gaudett's request to change the Police Department Table of Organization by increasing the number of detectives by 6, from 49 to 55. Chief Gaudett explained that 25 new Police Officers are in field training now and will be fully deployed in February, due to a COPS grant. A 2nd COPS grant has been awarded to the City of Bridgeport and 20 more Police Officer positions will be filled. A PERF (Police Executive Research Forum) study was undertaken in 2009 and is ongoing. Property crime was identified as a growing problem and includes burglaries, felony larceny, and motor vehicles. Crimes against persons decreased.

Sergeant Charles Paris, Police Union President, is pleased with the increase and would even like to see an additional increase in detectives. Commissioner Correa stated that the proactive approach is very good. She had heard in the news that the 4th worst city for crime in Connecticut is New Haven was relieved that it was not Bridgeport. Commissioner Guedes thanked Police Chief Gaudett and said the Commission appreciated where he has taken the department and asked the Commissioners to approve the request. On a motion made by Commissioner Correa and seconded by Commissioner McBride, the Commission unanimously approved the increase of 6 detectives from 49 to 55 in the Police Department Table of Organization.

2. Meeting Minutes – Approved

On a motion made by Commissioner Plummer and seconded by Commissioner Rodgers, the minutes from the regular meeting held on October 11, 2011 were unanimously approved.

3. Vacancies - Approved

For the record, 2 support Specialist II positions in the Information Technology Services department were added to the vacancies during the Civil Service Commission meeting. On a motion made by Commissioner McBride and seconded by Commissioner Plummer, the following vacancies were unanimously approved by the Commission:

Comptroller's	Accounting Clerk 1		Faith Jackson (provisional)
City Clerk	Typist 1	replace Althea Williams	Lonette Pettway
City Clerk	Typist III	replace vacant Typist III	Althea Williams
Dept. on Aging	Mini Computer Operator	replace Maria Agueda	Cynthia DelBuono (transfer)
Lighthouse	SES Program Coordinator	part-time	Jennifer Delawder

Lighthouse	Assistant Bookkeeper	part-time	Mary Ann Passe
Police	Detention Officer	recall	Adrianne Daniels
City Attorney	Collection Aide	replace Wally Taylor	Evelyn Cruz
Tax Collector	Deputy Tax Collector* (1)		Reorg. per CSC vote 7/12/11
Tax Collector	Senior Tax Collection Clerk* (1)		Reorg. per CSC vote 7/12/11
Tax Collector	Tax Collection Clerk-Spanish Speaking* (2)		Reorg. per CSC vote 7/12/11
Tax Collector	Customer Service Tax Collection* (4)		Reorg. per CSC vote 7/12/11
Tax Collector	Tax Collection Clerk* (6)		Reorg. per CSC vote 7/12/11
*Reorganization is current Tax Collector staff			
Police	Police Officer (26)		20 COPS Grant/6 replace
Police	Detectives (6)		Increase in TO
ITS	Support Specialist II (2)	(1) replace Marcus Jackson (1) new position	

4. Merit Increases –

There were no merit increases for this Agenda.

5. Permanent Appointments - Approved

On a motion made by Commissioner Plummer and seconded by Commissioner Correa, the following permanent appoints were unanimously approved by the Commission:

	<u>Job Title</u>	<u>Effective Date</u>
<u>EOC Department</u>		
Rivera Jr., Francisco	PSC Telecommunicator	8/16/2011
<u>Fire Department</u>		
Santiago, Luis J.	Pumper Engineer	10/9/2011
Silvia Joaquin G.	Pumper Engineer	10/9/2011
Hathaway, William S.	Fire Assistant Chief	10/23/2011
Thode, Robert E.	Fire Assistant Chief	10/23/2011
<u>WPCA</u>		
Mappa, Lauren M.	Civil Engineer I	10/4/2011
<u>Lighthouse</u>		
Murphy, Wilfred	Assistant Special Projects Mgr.	9/28/2011

6. Reallocation in Office of Comptroller - Granted

Ms. Dawn Norton, Director of Finance, spoke to the Commissioners and requested a reallocation of the Mini-Computer Operator position to the Accounting Clerk I position to create parity in salary and responsibilities. She said that her department budget was not affected this time around and that no Table of Organization was changed. On a motion made by Commissioner Correa and seconded by Commissioner McBride, the Commission unanimously granted the reallocation.

7. New Job Description – Assistant Registrar of Vital Statistics – Granted

Ms. Kristin duBay Horton explained to the Commissioners that she updated the job description for the position of Assistant Registrar of Vital Statistics from the existing job description that had not been updated for 60 years, in order to reflect the complexity of the position and the fact that the Assistant Registrar of Vital Statistics meets with approximately 20,000 people per year and is responsible for an enormous cash operation. Mr. Dunn explained that this position is a non-competitive, entry level position in the Supervisors Union. Ms. duBay Horton said she would ideally like to have this position filled by July 1, 2012. It is currently vacant, being covered by a

part-time retiree and part-time by Patty Ulatowski, the City Archivist. The salary is in the budget, evenly split between Health and Finance. She stated that she has met with Mr. Andrew Nunn and he is in agreement. On a motion made by Commissioner Plummer and seconded by Commissioner McBride, the Commission unanimously approved the updated job description for Assistant Registrar of Vital Statistics.

8. Fire Grievance – DENIED

The Commission has received requests from Mr. Robert Whitbread, President, IAFF, Local 834, regarding:

- Grievance 2011-11, FF Reed - Sick Leave

City Attorney John Mitola presented the Commissioners with a letter and Exhibits A-G and explained that Firefighter Reed was left on sick leave status because there were different opinions from professionals regarding when he would be able to return to work based on physicals and functional capacity evaluations. Attorney Mitola explained that since Mr. Reed was hired as a Firefighter in 2006 he was out on either injury or sick leave for a total of 775 days.

Mr. Whitbread explained that Firefighter Reed should be able to make up overtime opportunities that he missed dating back to July 5, 2010, which was the date he believes he was cleared to return to work.

Commissioners Plummer, Rodgers, and Correa each voted to deny Mr. Whitbread's grievance 2011-11 FF Reed and Commissioner McBride voted to grant Mr. Whitbread's request.

Fire Grievance – TABLED

The Commission received the following request from Attorney Thomas Bucci:

- Grievance 2011-16 FF Joe Pelaggi, failure to promote to the position of Lieutenant.

Mr. Dunn explained that he received a call from Attorney Thomas Bucci that he was unable to attend the Civil Service Commission meeting and requested the matter be tabled to December. Mr. Whitbread told the Commissioners that FF Joe Pelaggi had a death in his family and was unable to attend the meeting, as well. On a motion made by Commissioner Correa and seconded by Commissioner McBride the Commission unanimously tabled the matter to December.

9. Dionne Taylor Appeal – GRANTED

The Commission received a request from Mr. Taylor regarding his disqualification of employment due to habits and conduct from the Maintainer I, Grade II position at the Bridgeport Public Library. Mr. Scott Hughes will be posting more vacancies and chances might be good that Mr. Hughes will qualify him for the next vacancy. Mr. Taylor thanked the Commissioner very much for supporting him and said he will stay in contact with Mr. Hughes.

10. James A. Patrick, Jr. Appeal – TABLED from October 11, 2011

The Commission has received a request from Mr. Patrick regarding his candidacy for employment with the Board of Education as a Custodian 1 being disapproved due to habits and conduct. Mr. Dunn explained that the Board of Education has a policy that they do not want to hire anybody with any kind of a police record. The Board of Education does run fingerprints with the FBI and Civil Service does not. City Attorney Mitola stated that the Board of Education is a separate legal entity. Mr. Dunn explained that when the Civil Service Commission grants an appeal for a BOE employee the individual gets put back on the City side. Attorney Mitola explained that an individual has an appeal right with Civil Service, per the City Charter.

There was a discussion about the Civil Service Commission sending a letter to the Chairman of the Board of Education that reflects the feeling of the Commission, asking that the policy be reviewed. Mr. Dunn stated that in talking with BOE Personnel Director, Ms. Carole Pannozzo, he found out that there are not state statutes but there are Board of Education policies.

On a motion made by Commissioner Plummer and seconded by Commissioner McBride, the appeal of Mr. James A. Patrick was granted unanimously by the Commission.

11. Judith Morisset Appeal – TABLED from June 14, 2011

The Commission has received a request for a 6 month waiver from Ms. Morisset regarding the removal of her application from Police Officer #2302. On a motion made by Commissioner Correa and seconded by Commissioner McBride, the Commission unanimously denied Ms. Morisset's request.

12. Personnel Director's Report

Firefighter Examination

Mr. Dunn explained that the City Council passed a 5% increase on resident preference points to 15%, from 10%. Also, that the Commissioners would need to address criminal matters with regard to firefighter applicants. He also explained that firefighter candidates would undergo a psychological evaluation but not a polygraph exam. He expects a class of 14 to 18 firefighters and at this point there are 628 CPAT certified applicants. One-third of the applicants are Bridgeport residents and two-thirds are non-residents. There are 4 female applicants and of the 4 2 are Caucasian. Mr. Dunn reminded the Commissioners that on Saturday, November 19, 2011 the Civil Service department would be giving an orientation for applicants to learn about the test. Also, there would be a legal notice in the Sunday CT Post about the upcoming Firefighter exam.

Mr. Dunn explained that applicants with special needs who have doctor-certified accommodations will be accommodated. The oral interview panel will consist of two (2) fire officers, one (1) Human Resources professional and a moderator. We might use Comfort Suites in Stratford, like we did last year for the Police Officer oral exam.

Police Deputy Chief

The appeal period ended November 14, 2011 for the Police Deputy Chief exam and appeals are currently under review by the Examiner, Chuck Hale, from Resource Management Associates. Nine (9) Captains took the test and seven (7) passed. Mr. Dunn expected that some appeals would be granted.

PST Supervisor

Scoring was completed by Ms. Doree Price, Chief Joe Gaudett and Mr. Dunn on November 15. Ms. Lisa Kollman is in the process of ranking now.

PS Telecommunicator

Psychological evaluations are complete and the Office of Internal Affairs is in the process of completing background checks. The City is under pressure from the State.

Police Recruits

COPS grant has been awarded to Bridgeport and 26 new recruits have been requested. Polygraph appointments are upcoming.

On a motion made by Commissioner McBride and seconded by Commissioner Correa, the regular monthly meeting of the Civil Service Commission adjourned at 4:07 p.m.